



Republic of the Philippines
Department of Education
 CORDILLERA ADMINISTRATIVE REGION
SCHOOLS DIVISION OFFICE OF BAGUIO CITY

August 12, 2026

DIVISION MEMORANDUM

No. **523-2026**

**CONDUCT OF INTERFACE AND COORDINATION MEETING AMONG THE
 DIFFERENT SECTIONS/UNITS IN THE PLANNING
 AND IMPLEMENTATION OF ACTIVITIES**

To: Assistant Schools Division Superintendent
 Chief Education Supervisor
 Education Program Supervisor
 Section/Unit Heads
 All Others Concerned

1. This office announces the conduct of interface and coordination meeting among the different units/sections of the Schools Division Office (SDO) in the planning and implementation of activities relative to the end of the term and instructional block.
2. The objective of the activity is to ensure that activities are properly aligned with the prescribed school calendar, instructional requirements, and operational priorities of schools.
3. The schedule is as follows:

Dates	Time
August 20, 2026	9:00 AM-11:00 AM
November 20, 2026	9:00 AM-11:00 AM
March 20, 2026	9:00 AM-12:00 Noon

4. The participants are the following:

Participants	No.	Participants	No.
ASDS	1	Planning and Research	1
Chiefs	2	Education Facilities	1
CID-EPS	10	Youth Formation	1
PSDS	10	School Health and Nutrition	4
CID- ALS	2	HRDS	2
OSDS-Section Heads	5	Support Staff	6
SGOD- EPS	1	SocMob with DRRM	2
TOTAL			48

5. Immediate and wide dissemination of this memorandum is desired.

SORAYA T. FACULO PhD CESO V
 Schools Division Superintendent